

2 OVERVIEW OF THE ISAP (Version 1.0)

An overview of the ISAP computer program menu follows:

The ISAP Menu

The ISAP Version 1.0 application window contains the ISAP main menu for accessing all the supporting data files and program elements. The ISAP is written in Visual Basic for Windows and will only run in the Windows operating system. The standard Windows features and procedures apply to the application windows, menu bars, control-menu box, and scroll bar features. The program is menu-driven allowing the program options and files to be accessed through "option" buttons and pull down menus. The options in this application window are discussed below:

Open File: Clicking the "Open File" button will display the standard Windows open file dialog box. The ISAP data files will have a file name extension ".sar" after the filename. The current hard drive directory is displayed above the directory box which displays the open directory (default is "c:\isap). The individual files in the open directory will be displayed in the left side of the dialog box. If the "example.sar" file does not appear in the file list, you will need to copy it from the original distribution diskette on which you received the ISAP program. After you have created your own ISAP data files for your facility, they will be saved to the ISAP directory, and they will appear in the file list when you choose "Open File". To open a file, click once on the file to select it, then click on the "OK" button. You can also open the file by simply "double-clicking" on the selected file.

New: This menu option simply allows you switch over to a new file from the current file you are working on. A dialog box will prompt you to save before exiting from the current file. This option is also useful for starting over if you have made changes to an older file and allows you to erase those changes before they are saved. Once you have edited a data file and saved the information, the only way to remove erroneous data is to go back and edit the file.

Save: Clicking the "Save" button will display the standard Windows save file dialog box. If you are working on a file that has already been saved at least once, the path and filename will appear in the filename box. Previously saved files will have the ".sar" extension. If the data file is being saved for the first time, " *.sar " will appear in the filename box. Type in the filename you have chosen, using the ".sar" extension to identify it as an ISAR data file. The ISAP does not have a built in "auto-save" feature, so make a habit of saving your files often during your work with the program. The files will be saved to the drive and directory path indicated in the current directory indicated in the dialog box. It is recommended that the ".sar" extension be used on the ISAP filenames to distinguish them from other file types such as spreadsheet files (.xcl, .wk1, .wb1, etc) that may have been copied to the ISAP directory.

About: Clicking this button will display some background information on the ISAP software, the development team, and project advisory committee members. This is read only information.

The remaining main menu program elements make up the basic feature set of the ISAP software program. The basic information, design capacity, NPDES permit parameters, monthly discharge monitoring records, yearly compliance assessment, and financial/management assessment program elements contain the specific data files for an individual treatment facility. These program elements contain information entered by the user, and are linked together to provide the information needed to generate the assessment report and summary output for an individual facility. Each of these program elements will be described in further detail in later sections of the manual.

Data Input and Editing

The individual menu options will prompt the user to enter information describing the treatment facility, design criteria, NPDES permit limits, or monitoring data in several ways:

1. Text entry box - place the cursor in the highlighted box and type in the data (text/number).
2. Check box - identify/select the type or nomenclature of data by clicking on the selection box; an "X" designates the selection.
3. Copy/Paste - data elements from another part of the file, or an external spreadsheet, can be copied to the Windows "Clipboard" and then pasted into the data file. This option is most useful in the discharge monitoring records section of the program. Additional details are covered in Chapter 6 of this manual, and the Windows User Manual or Help menu.

Several of the program elements have pull down menus that are accessed by clicking an option button. Data entry or editing of information in the pull down menu's is accomplished using the "Insert" and/or "Delete" option buttons in the menu.

Once initial data entry and editing has been accomplished, the data can be saved by clicking the "**Accept**" option button. This will save the information to the file at that point, and will overwrite any previous data that was present. Clicking the "**Edit**" option button will allow access to previously entered data in the file so it can be updated. The "Edit" option will also activate several pull down menus and additional edit options such as "Cut", "Copy", "Paste", "Clear", "Delete", and "Insert". Specific application of these features will be covered in later sections of the manual.

To exit from a particular application window for a program element click the "**Main Menu**" button in the upper corner of the application window. If data has been entered since the file was last saved. the "**Accept** (Save)" button must be clicked before

access to the "Main Menu" button is activated. This feature prevents the user from exiting a section of the program before the information is saved to the file.

File Names

Facility filenames follow the standard MS-DOS convention of up to eight alphanumeric characters. File names must start with a standard text character and should not contain any imbedded blank spaces. An underscored blank space is allowed however (i.e. "plant_2.sar"). The filename extension ".sar" should be added to the ISAP files to distinguish them from other types of data files.

Printing

Since the ISAP is a Windows compatible program, the files and program output will print using the current printer driver and setup selected under the Windows printer control options. The Yearly Compliance Assessment and Financial/Management program elements have print options in the respective menus.